

**PQS Board Composition**

<b>POSITION</b>	<b>CONVENING AUTHORITY</b>	<b>BOARD MEMBERSHIP</b>
Enlisted Recruiter-Basic	CO, NAVCRUITDIST	-ZS (Chair) -RinC -Qualified Recruiter
Enlisted Recruiter-Advanced	CO, NAVCRUITDIST	-CR or ACR(Chair) -CT or ZS from another zone -RinC
Cyber Recruiter	NAVCRUITCOM, N9	-Div Dir (Chair) -Cyberspace LCPO -LPO
Recruiter in Charge	CO, NAVCRUITDIST	-XO (Chair) -EPO -CR or ACR -Command Trainer or ZS
Zone Supervisor	CO, NAVCRUITDIST	-CO (Chair) -XO -EPO -CR or ACR -Command Trainer or ZS -N7 or Region Rep.
Command Trainer	CO, NAVCRUITDIST	-XO (Chair) -EPO and OPO -CR or ACR -NAVCRUITCOM N71S CR or CT Course Manager
Assistant Chief Recruiter	NAVCRUITCOM N7 See note 1	-NAVCRUITCOM N3, N7, or N1 (Chair) -NAVCRUITCOM EPO -NAVCRUITCOM NCR -NAVCRUITCOM N7 CR -Region East & West CR's
Chief Recruiter	NAVCRUITCOM N7 See note 2.	-NAVCRUITCOM N3, N7, N1 or Region Commander (Chair) -FORCM -NAVCRUITCOM NCR -NAVCRUITCOM N7 CR -Region East & West CR's
LEADS Production Team Supervisor	CO, NAVCRUITDIST	-XO (Chair) -Qualified LPTS/N7 LEADS Rep -OPO -EPO -CR or ACR

LEADS Production Team Assistant	CO, NAVCRUITDIST	-XO (Chair) -Qualified LPTS/N7 LEADS Rep -OPO -EPO -CR or ACR
Advertising Coordinator	CO, NAVCRUITDIST	-XO (Chair) -Qualified LPTS/N7 LEADS Rep -Qualified ADCO -EPO -OPO
Mail List Manager	CO, NAVCRUITDIST	-EPO (Chair) -Qualified LPTS -Qualified ADCO -OPO
Enlisted Processing Division Supervisor	CO, NAVCRUITDIST	-XO (Chair) -Qualified EPDS -EPO -CR
Military Liaison PO	CO, NAVCRUITDIST	-EPO (Chair) -CR or ACR -EPDS
Senior Classifier PS-2612	CO, NAVCRUITDIST	-XO (Chair) -EPO -CR or ACR -EPDS -Qualified Senior Classifier
Classifier PS-2612/ NEC 9586	CO, NAVCRUITDIST	-EPO (Chair) -CR or ACR -EPDS -Senior Classifier
Enlisted Processing Assistant	CO, NAVCRUITDIST	-EPO (Chair) -CR or ACR -EPDS -Senior Classifier
Nuclear Field Recruiter	CO, NAVCRUITDIST	-XO (Chair) -EPO -CR or ACR -Senior Classifier
NSW/NSO/AIRR Coordinator	CO, NAVCRUITDIST See Note 3	Qualified upon successful completion of the NSW/NSO/AIRR Coordinator module
NSW/NSO/AIRR PST Administrator	CO, NAVCRUITDIST See Note 4	Qualified upon successful completion of the NSW/NSO/AIRR PST Administrator module

NROTC Coordinator	CO, NAVCRUITDIST	Qualified upon successful completion of the NROTC module
Logistics Support	CO, NAVCRUITDIST	Qualified upon successful completion of the LSO module
Enlisted Programs Officer	CO, NAVCRUITDIST	-CO (Chair) -XO -Qualified EPO -Region EPO or other approved qualified EPO
Officer Recruiter-Basic	CO, NAVCRUITDIST	-NORS Commander (Chair) -Qualified OR
Officer Recruiter-Advanced	CO, NAVCRUITDIST	-XO (Chair) -OPO -OPO CR or OPO ACR -Qualified OR
Officer Programs Officer	CO, NAVCRUITDIST	-CO (Chair) -XO -Qualified OPO -Region OPO or Region OPO CR
Officer Processing Lead	CO, NAVCRUITDIST	-XO (Chair) -OPO -OR -Qualified OPL
Officer Processor	CO, NAVCRUITDIST	-OPO (Chair) -Qualified OR -OPL

**Notes:**

1. For the ACR board:

a. An ACR pre-board is required at the Region or NAVCRUITCOM Department level. The chairman of the ACR pre-board is responsible for providing a recommendation to the Region Commander or NAVCRUITCOM Department Head to assist them in providing their endorsement for the member.

b. The individual must bring a package consisting of:

(1) Endorsement letter from the NAVCRUITDIST Commanding Officer and NAVCRUITREG Commander.

(2) PQS Module.

(3) Last five years production statistics and FITREP/  
Evaluation history.

(4) Personal letter on their desire to become an ACR.

2. For the CR board the individual shall bring a package  
consisting of:

- a. Endorsement letter from the NAVCRUITDIST Commanding  
Officer and NAVCRUITREG Commander.
- b. Completed PQS Module with the perform section completed.
- c. NAVCRUITDIST Production history as ACR.

3. For the NSW/NSO/AIRR Coordinator Module:

- a. The designated PQS Qualifier for NSW/NSO/AIRR  
Coordinator is the current NSW/NSO/AIRR Mentor and/or the  
current qualified NSW/NSO/AIRR coordinator.
- b. NSW/NSO/AIRR SME's (NSW/NSO/AIRR Headquarters Staff)  
will also be designated PQS Qualifier's.
- c. Member will be qualified upon successful completion of  
the NSW/NSO/AIRR Coordinator Module.
- d. Member has 45 days to complete NSW/NSO/AIRR Coordinator  
PQS module from check-in date.

4. For the NSW/NSO/AIRR PST Administrator Module:

- a. The designated PQS Qualifier for NSW/NSO/AIRR  
Coordinator is the current NSW/NSO/AIRR Mentor and/or the  
current qualified NSW/NSO/AIRR coordinator.
- b. Member will be qualified upon successful completion of  
the NSW/NSO/AIRR PST Administrator Module.
- c. Member has 30 days to complete NSW/NSO/AIRR PST  
Administrator PQS Module.